GOVERNMENT OF KARNATAKA
BENGALURU NORTH CITY CORPORATION

Office of the CVO & Head (Animal Husbandry), BNCC
Yelahanka, Amruthahalli Main Road, Bengaluru - 560092
Phone: 9900214866 | Email: adyelahanka@gmail.com

REQUEST FOR PROPOSAL (RFP)

Providing 14 Junior Veterinary Inspectors on Out Source Basis for Period of 6 Months to the BENGULURE NORTH CITY CORPORATION (BNCC) Limits

RFP No.: BNCC/ CVO(AH)/TEND/03/ 2026-27 Date: 21.07.2026

Particulars	Details
Name of Work	**Providing 14 Junior Veterinary Inspectors on Out Source Basis for Period of 6 Months to the BENGULURE NORTH CITY CORPORATION (BNCC) Limits**
Head of Account	_____
Tender Reference	BNCC/2026-27/____
Last date and time for receipt of tenders through e-portal	As per KPPP portal
Time and date of opening of technical bid	As per KPPP portal
Place of opening of Cover One / Technical Bid	Office of the CVO & Head (AH), BNCC, Yelahanka, Amruthahalli Main Road, Bengaluru - 560092

Place of opening of Cover Two / Financial Bid	Office of the CVO & Head (AH), BNCC, Yelahanka, Amruthahalli Main Road, Bengaluru - 560092
Address for communication	Office of the CVO & Head (AH), BNCC, Yelahanka, Amruthahalli Main Road, Bengaluru - 560092 Phone: 9900214866 | Email: adyelahanka@gmail.com

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SECTION 1: INVITATION FOR TENDERS (IFT)

Tender Number:

INTRODUCTION

1. The Commissioner, Bengaluru North City Corporation (BNCC), invites online tenders through the Karnataka Public Procurement Portal (KPPP) from eligible and experienced manpower service providers/agencies for providing 14 (Fourteen) Junior Veterinary Inspectors on outsourcing basis for a period of Six (6) months.
2. The deployed Junior Veterinary Inspectors shall assist the Animal Husbandry Department of BNCC in implementation of the Animal Birth Control Programme, Anti-Rabies Vaccination Programme, stray dog management, animal welfare activities, field inspections, public complaint redressal support and related municipal veterinary operations within BNCC limits.
3. Tender documents shall be downloaded and bids shall be submitted only through the Government of Karnataka KPPP portal. The tender processing fee and Earnest Money Deposit shall be paid online through the portal as applicable.
4. The tender shall be submitted in two covers: Cover-I Technical Bid and Cover-II Financial Bid. The technical bid will be opened first. Financial bids will be opened only for technically qualified bidders.
5. BNCC reserves the right to accept or reject any or all tenders without assigning any reason and without incurring any liability to bidders.

Sl. No.	Name of Work	Estimated Amount (INR)	EMD (INR)	Class / Type of Bidder	Period
1	Providing 14 Junior Veterinary Inspectors on Out Source Basis for Period of 6 Months to the BENGULURE NORTH CITY CORPORATION (BNCC) Limits	Rs. 28,63,560/- for Six Months	Rs. 57,500/- or as generated by KPPP portal	Eligible registered manpower service provider / agency	6 Months

Note: The annual estimated cost is Rs. 57,27,120/-. The six-month estimated cost is Rs. 28,63,560/-. If the amount generated in KPPP differs, the KPPP amount shall prevail.

BID DATA SHEET (BDS)

Sl. No.	Particulars	Details
1	Name of Work	Providing 14 Junior Veterinary Inspectors on Out Source Basis for Period of 6 Months to the BENGULURE NORTH CITY CORPORATION (BNCC) Limits
2	Tender Inviting Authority	Commissioner, Bengaluru North City Corporation
3	Department	Animal Husbandry Department
4	Contract Period	Six (6) Months
5	Mode of Tender	E-Procurement under applicable Karnataka procurement law and KPPP portal rules
6	Tender Processing Fee	As per KPPP portal rules
7	Estimated Tender Cost	Rs. 28,63,560/- for Six Months
8	Earnest Money Deposit	Rs. 57,500/- or as notified/generated in KPPP portal
9	Performance Security Deposit	5% of Contract Value, i.e., approximately Rs. 1,43,178/- for estimated value; final amount as per accepted contract value
10	Bid Validity	90 Days
11	Technical Bid Opening	As notified in KPPP portal

12	Financial Bid Opening	To be notified to technically qualified bidders
13	Place of Deployment	Within BNCC jurisdiction
14	Officer for Clarification	Chief Veterinary Officer, BNCC
15	Address for Communication	Office of the CVO & Head (AH), BNCC, Yelahanka, Amruthahalli Main Road, Bengaluru - 560092

SECTION 2: GENERAL INSTRUCTIONS TO TENDERERS (ITT)

1. Introduction

The Commissioner, BNCC, hereinafter referred to as the Employer, invites tenders from eligible tenderers registered/eligible to participate on KPPP for providing manpower services as described in this RFP. The selected service provider shall deploy qualified Junior Veterinary Inspectors as per BNCC requirements and shall comply with all applicable labour, tax, municipal and statutory requirements.

2. General Terms and Conditions

6. The contract period shall be for Six (6) months from the date of issue of work order / notice to proceed, unless extended or curtailed by BNCC as per requirement.
7. The manpower deployed shall be physically fit, medically suitable, disciplined, trained and fit for field work.
8. The agency shall ensure attendance, punctuality, conduct and discipline of all deployed personnel.
9. Replacement of absent personnel shall be arranged immediately and not later than the same working day unless specifically permitted by BNCC.
10. Personnel shall wear identity cards and prescribed uniform/reflective jacket or field identification as instructed by BNCC.
11. The agency shall comply with Minimum Wages Act, EPF, ESI, Contract Labour laws, GST, Professional Tax and all other applicable laws.
12. BNCC shall not be responsible for any labour dispute, accident, claim, compensation or employment-related liability of the personnel deployed by the agency.
13. The agency shall maintain attendance registers, wage registers, EPF/ESI records and other statutory registers, and shall produce them whenever required by BNCC.
14. Payment shall be made monthly based on actual attendance, satisfactory performance and certification by the concerned BNCC officer.
15. BNCC reserves the right to terminate the contract for unsatisfactory performance, statutory non-compliance, misconduct, non-deployment or any breach of tender conditions.
16. No child labour shall be employed.
17. Alcohol consumption, smoking, abuse, misconduct, bribery, harassment or any illegal activity during duty shall be strictly prohibited.
18. The manpower agency shall be solely responsible for payment of salaries/wages and statutory dues to its personnel.
19. The deployed personnel shall not claim any right for regular employment, absorption, seniority or any service benefit from BNCC.
20. BNCC may increase/decrease the number of personnel as per administrative requirement, subject to availability of funds and approvals.

3. Scope of Work

The selected agency shall provide 14 qualified Junior Veterinary Inspectors to assist the Animal Husbandry Department, BNCC. The deployed personnel shall perform field and office support duties assigned by the CVO/Assistant Director/Veterinary Officer/authorized BNCC officer. The following activities are indicative and not exhaustive:

21. Assist in implementation and monitoring of Animal Birth Control (ABC) Programme within BNCC limits.
22. Assist in Anti-Rabies Vaccination (ARV) and Mass Drive Vaccination activities, including planning, field coordination and reporting.
23. Coordinate with ABC contractors, dog-catching teams, veterinary doctors, animal handlers and ward-level officials for smooth field operations.
24. Assist in verification of dog catching, sterilization, vaccination, release and related field records.
25. Assist in stray dog complaint management, public grievance redressal, field verification and reporting.
26. Assist in survey, enumeration, tracking and ward-wise documentation of stray dog population and ABC/ARV coverage.
27. Assist in monitoring of dog shelters/ABC centres/quarantine areas/animal holding areas as directed by BNCC.
28. Assist in maintenance of registers, reports, attendance, inspection notes, vaccination records and related documentation.
29. Assist in coordination during rabies-related incidents, dog bite complaint field visits and animal welfare activities.
30. Assist BNCC officers during inspections, meetings, special drives, awareness programmes and emergency field operations.
31. Ensure timely submission of daily/weekly/monthly reports in prescribed formats.
32. Any other related work assigned by BNCC Animal Husbandry Department.

4. Indicative Manpower Requirement

Sl. No.	Category	Number of Persons Required	Deployment Location
1	Junior Veterinary Inspector	14	BNCC jurisdiction / Animal Husbandry Department / Ward field areas as directed

The requirement may be increased, decreased, redistributed or redeployed by BNCC based on administrative and operational requirements. The service provider shall comply with such directions without claiming any additional right other than admissible payment for accepted deployment.

5. Qualification and Suitability of Deployed Personnel

33. The deployed Junior Veterinary Inspectors shall possess the qualification prescribed by BNCC / Animal Husbandry Department / Government of Karnataka for Junior Veterinary Inspector or equivalent field veterinary support post.

34. Where a specific qualification is mentioned in the KPPP technical parameters, the same shall prevail.
35. Personnel should have working knowledge of Kannada and ability to communicate with field staff and public.
36. Personnel should be capable of field movement, record maintenance, smartphone-based reporting if required, and coordination with veterinary officers.
37. Preference may be given to personnel having experience in municipal veterinary work, ABC/ARV programme support, animal welfare field work or Government/Semi-Government animal husbandry projects.
38. The service provider shall submit biodata, ID proof, qualification proof, experience proof if any, medical fitness certificate and police verification/undertaking for each deployed person before deployment or within the time allowed by BNCC.

SECTION 3: TENDER CAPACITY AND ELIGIBILITY

6. Tender Capacity

Eligible tenderers will be qualified only if their available tender capacity is more than the total tender value. The assessed available tender capacity may be calculated as under:

Assessed available tender capacity = (A x N x 2.5 - B)

Where A = Maximum value of works executed in any one year during the last five years, updated to current price level, taking into account completed and ongoing works; N = Number of years/months prescribed for completion of the work; B = Value of existing commitments and ongoing works to be completed during the contract period.

7. Eligibility Criteria

39. The bidder shall be a registered manpower agency/company/firm/proprietorship/partnership/LLP eligible to provide manpower outsourcing services.
40. The bidder shall possess valid GST registration, PAN, EPF registration, ESI registration and labour licence / undertaking to obtain labour licence wherever applicable.
41. The bidder shall have minimum three years experience in providing manpower services to Government, Semi-Government, Urban Local Bodies, Boards, Corporations, Public Sector Undertakings or reputed organizations.
42. The bidder shall have satisfactorily completed at least one similar manpower work of value not less than Rs. 28.00 lakh OR two similar works of value not less than Rs. 14.00 lakh each during the last five financial years.
43. The bidder shall submit Income Tax Returns for the last three financial years and turnover certificate from Chartered Accountant.
44. Average annual turnover should preferably not be less than Rs. 28.00 lakh during the last three financial years, or as finalized by BNCC/KPPP technical parameters.
45. The bidder shall not have been blacklisted/debarred by any Government Department/ULB/PSU/Statutory Authority.
46. The bidder shall submit affidavit regarding non-blacklisting and correctness of documents.

47. The bidder shall have capacity to deploy required manpower within seven days from issue of work order or such time as specified by BNCC.

8. Documents Comprising the Tender

The tender submitted by the tenderer shall comprise the following documents uploaded in KPPP portal:

- Tender application / Form of Tender duly signed.
- EMD and tender processing fee payment proof as generated by KPPP portal.
- Registration certificate / incorporation document / partnership deed / proprietorship declaration.
- GST registration certificate and PAN card.
- EPF and ESI registration certificates.
- Labour licence or undertaking to obtain/produce labour licence wherever applicable.
- Experience certificates / work done certificates.
- Turnover certificate from Chartered Accountant and ITRs for last three financial years.
- Affidavit regarding non-blacklisting and correctness of documents.
- Signed copy of entire tender document with seal on all pages.
- Any other document required in KPPP technical bid / tender conditions.

9. Tender Prices

48. The contract shall be for the entire work described in this RFP based on the price quoted in the financial bid / BOQ in KPPP portal.
49. The rates quoted shall include wages, statutory contributions, service charges, administrative charges, all incidental expenses and applicable duties/levies except GST if shown separately as per KPPP financial format.
50. The bidder shall not quote below statutory minimum wage / statutory liability. Unrealistic or legally non-compliant financial bids may be rejected.
51. Any variation in minimum wages during contract period shall be dealt with as per tender conditions and admissibility approved by BNCC.

10. Tender Validity

52. Tenders shall remain valid for a period not less than 90 days from the last date of submission of tender.
53. A tender valid for a shorter period shall be rejected as non-responsive.
54. BNCC may request extension of tender validity before expiry. A bidder may refuse such request without forfeiture of EMD. A bidder agreeing to the extension shall not modify the tender.

11. Earnest Money Deposit

55. The tenderer shall furnish EMD as part of the tender in the amount specified in the Bid Data Sheet or as generated in KPPP portal.

56. For the estimated six-month tender value of Rs. 28,63,560/-, the indicative EMD at 2% is Rs. 57,272/-, subject to final amount in the KPPP portal.
57. EMD shall be paid through the KPPP portal using permitted electronic payment modes such as credit card, direct debit, NEFT or OTC as enabled in the portal.
58. Any tender not accompanied by acceptable EMD/payment confirmation shall be rejected as non-responsive unless exempted by valid Government order and accepted by BNCC.
59. The EMD of unsuccessful tenderers will be returned as per KPPP/Government procedure.
60. The EMD of successful tenderer shall be released/adjusted after signing of agreement and furnishing of performance security as per rules.
61. EMD may be forfeited if the bidder withdraws the tender during validity, fails to sign agreement, fails to furnish security deposit, or fails to commence work after award.

SECTION 4: SUBMISSION OF TENDERS AND EVALUATION

12. Submission of Tenders

62. Tenderer shall submit the bid electronically through KPPP portal before the notified date and time.
63. Late submission is not possible in the KPPP system after expiry of bid submission time.
64. The bidder may modify, correct or upload documents in the portal till the last date and time of bid submission.
65. The bidder shall produce originals of documents uploaded in KPPP for verification whenever called by BNCC.
66. All pages of the tender document shall be signed and sealed by the authorized signatory and uploaded.

13. Opening of Tenders

67. BNCC will open online the first cover/technical bids of all tenders received through KPPP portal on the notified date and time.
68. The financial bids of technically qualified bidders only shall be opened subsequently as notified in KPPP portal.
69. The tender opening details, bidder names, quoted prices and other details may be recorded by BNCC as per procedure.

14. Clarification of Tenders

70. BNCC may seek clarification from any tenderer regarding documents, rates, qualification or other tender details.
71. The request for clarification and response shall be in writing or through KPPP portal. No change in substance of bid or price shall be permitted except as legally allowed.
72. Any attempt by a bidder to influence tender evaluation or award decision may result in rejection and other action.

15. Examination of Tenders and Responsiveness

73. BNCC will examine whether each tender is properly signed, accompanied by required documents and substantially responsive to tender conditions.

74. A substantially responsive tender is one that conforms to all terms, conditions and specifications without material deviation or reservation.
75. A material deviation includes any condition affecting scope, quality, performance, BNCC rights, bidder obligations or competitive fairness.
76. Non-responsive tenders may be rejected and shall not be made responsive by post-bid correction of material deviations.

16. Evaluation and Comparison of Tenders

77. Only substantially responsive and technically qualified tenders shall be evaluated financially.
78. The evaluated tender price shall be determined based on rates quoted in the financial bid/BOQ, statutory compliance, arithmetic correction if any and applicable discounts/adjustments permitted under law.
79. BNCC reserves the right to reject unrealistic, non-compliant, conditional or materially deviating bids.
80. The contract will ordinarily be awarded to the lowest evaluated responsive bidder (L1), subject to eligibility, qualification and compliance with tender conditions.

SECTION 5: AWARD OF CONTRACT

17. Award Criteria

Subject to eligibility and responsiveness, BNCC will award the contract to the tenderer whose tender has been determined to be substantially responsive and who has offered the lowest evaluated tender price (L1), provided that the tenderer is qualified to perform the contract satisfactorily.

18. Employer’s Right to Accept or Reject

BNCC reserves the right to accept or reject any tender, cancel the tender process or reject all tenders at any time before award, without incurring any liability and without obligation to inform the grounds of such decision.

19. Notification of Award and Signing of Agreement

81. The successful tenderer will be notified by Letter of Acceptance / work order through written communication, e-mail or KPPP portal.
82. The successful tenderer shall furnish security deposit/performance security and sign the agreement within the prescribed time.
83. Failure to sign agreement or furnish security deposit may result in cancellation of award and forfeiture of EMD.

20. Security Deposit / Performance Security

84. The successful tenderer shall furnish performance security equal to 5% of the accepted contract value within 20 days of receipt of Letter of Acceptance or within the time specified by BNCC.
85. For the estimated six-month tender value of Rs. 28,63,560/-, indicative performance security is Rs. 1,43,178/-. Final amount shall be based on accepted contract value.

86. The security deposit may be furnished in the form permitted by BNCC such as cash, demand draft/pay order, bank guarantee or fixed deposit receipt in favour of Commissioner, BNCC, as specified in the work order.
87. The security deposit shall be liable for forfeiture/recovery in case of breach of contract, statutory default, penalty, loss to BNCC or premature termination due to contractor default.

21. Corrupt or Fraudulent Practices

The bidder shall observe the highest standard of ethics during procurement and execution. BNCC/Government may reject a proposal or declare a firm ineligible if it is found to have engaged in corrupt, fraudulent, coercive, collusive or obstructive practices. The bidder shall comply with laws against fraud and corruption, including applicable provisions of the Prevention of Corruption Act, 1988.

SECTION 6: SPECIAL CONDITIONS OF CONTRACT

22. Labour and Deployment Conditions

88. The contractor shall make its own arrangements for engagement, payment, supervision, transport and management of deployed personnel.
89. The personnel shall work at BNCC office, field areas, wards, ABC centres, animal holding areas or other locations as instructed by BNCC.
90. The service provider shall deploy personnel on all working days and during special drives/emergency operations whenever instructed.
91. The personnel shall follow directions of the CVO, Veterinary Officers, Assistant Directors, Health/Veterinary officials and authorized BNCC officers.
92. Daily attendance shall be maintained in prescribed register/biometric/mobile application if implemented by BNCC.
93. Any damage, loss, misconduct, negligence or unauthorized act by deployed personnel shall be the responsibility of the agency and may be recovered from bills/security deposit.
94. The agency shall ensure that personnel maintain confidentiality of official records, public complaints and municipal data.
95. Personnel shall not collect money, favour or gratification from public, contractors or any third party.

23. Minimum Wages Compliance Clause

The service provider shall pay wages to all deployed personnel strictly in accordance with the latest Minimum Wages notifications issued by the Government of Karnataka and all applicable labour laws. Any revision in minimum wages during the contract period shall be implemented by the service provider and claimed from BNCC only if admissible under the contract conditions. Failure to pay minimum wages shall be treated as material breach of contract and may result in termination of contract, recovery of dues, forfeiture of performance security and blacklisting.

24. Monthly EPF and ESI Compliance Clause

The service provider shall remit EPF and ESI contributions within the statutory due dates every month. Monthly bills shall not be processed unless the service provider submits wage payment proof, EPF challan/ECR, ESI challan/contribution proof, attendance certificate and GST invoice. Any statutory default, delayed payment or short remittance shall be the sole responsibility of the service provider. BNCC shall have the right to withhold bills, recover dues, impose penalty and take action as per law and tender conditions.

25. No Employer-Employee Relationship

The personnel deployed by the service provider shall remain employees/workers of the service provider only. They shall not be treated as employees of BNCC at any point of time and shall not claim regularization, absorption, seniority, pension, gratuity or any service benefit from BNCC. The service provider shall indemnify BNCC against all claims arising from employment, wages, statutory dues, accident, injury, compensation or labour disputes.

26. Compliance with Labour Regulations

During continuance of the contract, the contractor and its subcontractors, if any and if permitted, shall abide by all existing labour enactments, rules, regulations, notifications and bye-laws of the State Government, Central Government, local authority and any other applicable law. The contractor shall keep BNCC indemnified against any action, claim or liability arising from contravention of any law. BNCC may deduct from bills/security deposit any amount paid or payable due to contractor default.

SECTION 7: PAYMENT TERMS

96. Monthly payment shall be released only after submission of attendance records duly certified by concerned BNCC officer, wage payment proof, EPF and ESI remittance proof, GST invoice and any other required document.
97. TDS, GST TDS if applicable, labour cess/statutory deductions and other recoveries shall be made as per applicable law.
98. Payment shall normally be processed within 30 days from submission of complete and correct bill, subject to certification, fund availability and administrative approval.
99. Payment shall be based on actual attendance and satisfactory deployment. Absence, deficiency, penalty or non-compliance shall be deducted from monthly bill.
100. No advance payment shall be made.

SECTION 8: PENALTY CLAUSE

Sl. No.	Nature of Default	Penalty / Action
1	Absence of Junior Veterinary Inspector without approved substitute	Rs. 1,000 per person per day and proportionate wage deduction
2	Delay in deployment after work order	Rs. 2,000 per day
3	Failure to replace unsuitable/absent personnel within prescribed time	Rs. 1,000 per day per person
4	Non-submission of attendance/wage/EPF/ESI proof	Withholding of bill and penalty up to Rs. 5,000 per instance
5	Non-payment/short payment of minimum wages	Recovery of dues, withholding of bill, penalty and action including termination
6	Misconduct, bribery, abuse or negligence by deployed personnel	As decided by BNCC, including removal

		and recovery
7	Failure to follow directions during emergency/special drive	Penalty up to Rs. 5,000 per incident
8	Submission of false document/report	Rejection/termination/forfeiture/ blacklisting as per law

The penalties are without prejudice to BNCC's right to recover actual loss, terminate the contract, forfeit security deposit and initiate legal/statutory action.

SECTION 9: TERMINATION OF CONTRACT

BNCC may terminate the contract by giving 30 days notice or immediately in serious cases under the following circumstances:

101. Violation of tender conditions or agreement conditions.
102. Poor performance or failure to deploy required manpower continuously.
103. Non-payment of wages or non-compliance with EPF/ESI/minimum wages/statutory obligations.
104. Submission of false documents, fraudulent activity or blacklisting.
105. Misconduct, negligence or action causing loss/reputation damage to BNCC.
106. Failure to comply with written instructions of BNCC.
107. Administrative requirement, budgetary constraints or change in Government/BNCC policy.

Upon termination, BNCC may make alternate arrangements at the risk and cost of the contractor and recover losses/penalties from pending bills/security deposit.

SECTION 10: TECHNICAL BID FORMAT

To be uploaded in KPPP portal. Documents to be enclosed:

Sl. No.	Document	Submitted (Yes/No)
1	Tender Application / Form of Tender	
2	Registration Certificate / Incorporation Document	
3	GST Certificate	
4	PAN Card	
5	EPF Registration	
6	ESI Registration	
7	Labour Licence / Undertaking	
8	Experience Certificates / Work Done Certificates	
9	Turnover Certificate and ITRs	
10	Affidavit regarding Non-Blacklisting	
11	EMD Proof / KPPP Payment Confirmation	
12	Signed Tender Document	
13	Authorization Letter / Power of Attorney, if applicable	
14	Biodata / undertaking regarding deployment capacity, if required	

SECTION 11: FINANCIAL BID FORMAT

To be entered in KPPP portal. The following price schedule is indicative. The bidder shall quote as per BOQ/financial format available in KPPP portal.

Sl. No.	Category	No. of Persons	Monthly Wage per Person	Statutory Liabilities	Service Charges (%)	Total Amount
1	Junior Veterinary Inspector	14	____	____	____	____
	Total for One Month					____
	Total for Six Months					____

- Rates shall be inclusive of all statutory liabilities unless specifically required to be shown separately.
- GST shall be shown separately as per KPPP/BOQ format.
- Financial bids with unrealistic rates or non-compliance with minimum wages/statutory liability may be rejected.
- The estimated tender value for six months is Rs. 28,63,560/-.
- **The bid winner shall be the bidder who offers the lowest Service Charges, however quoted Service Charges shall not be less than 3.00% else such a bid shall be rejected and EMD shall be forfeited.**
- **If two or more numbers of the bidders are found to be L1 then, the highest annual turnover and good performance will be considered as L1.**

SECTION 12: FORM OF TENDER

To: The Commissioner, Bengaluru North City Corporation, Bengaluru.

Description of Work: Providing 14 Junior Veterinary Inspectors on Outsourcing Basis for BNCC for a period of Six Months.

Tender Reference: BNCC/2026-27/_____

Sir/Madam,

We offer to execute the work described above in accordance with the conditions of contract, technical specifications, scope of work and financial bid submitted by us through the KPPP portal for the contract price quoted by us.

This tender and your written acceptance of it shall constitute a binding contract between us. We understand that BNCC is not bound to accept the lowest or any tender received.

We undertake that, in competing for and, if awarded, in executing the contract, we will strictly observe the laws against fraud and corruption in force in India, including the Prevention of Corruption Act, 1988.

We confirm that this tender complies with tender validity, EMD and tender processing fee requirements as specified in the tender document.

Yours faithfully,

Authorized Signature: _____
Name & Title of Signatory: _____

Name of Tenderer: _____
Address: _____
Seal: _____ Date: _____

SECTION 13: LETTER OF ACCEPTANCE (LOA)

[On Letterhead of BNCC]

Date: ____/____/2026

To,
M/s _____
Address: _____

Subject: Letter of Acceptance for Providing 14 Junior Veterinary Inspectors on Outsourcing Basis for BNCC.

Dear Sir/Madam,

This is to notify you that your tender dated _____ for the above work, for the contract price of Rs. _____ (Rupees _____ only), as corrected/modified in accordance with the tender conditions, is hereby accepted by BNCC.

You are requested to furnish performance security/security deposit for an amount of Rs. _____ within the prescribed time and sign the contract agreement, failing which action as per tender conditions will be taken.

Yours faithfully,

Authorized Signature
Name and Title of Signatory
Bengaluru North City Corporation

SECTION 14: ISSUE OF NOTICE TO PROCEED WITH THE WORK

[On Letterhead of CVO & Head (AH), BNCC]

Date: ____/____/2026

To,
M/s _____
Address: _____

Dear Sir/Madam,

Pursuant to your furnishing the requisite security deposit and signing of the agreement for the work of Providing 14 Junior Veterinary Inspectors on Outsourcing Basis for BNCC, you are hereby instructed to proceed with deployment and execution of the said work in accordance with the contract documents and instructions of BNCC.

Yours faithfully,

Signature, Name and Designation of Authorized Officer
BNCC

SECTION 15: AGREEMENT FORM

This Agreement is made on this ____ day of _____ 2026 between the Commissioner, Bengaluru North City Corporation, Bengaluru, hereinafter called the Employer/BNCC, of the one part and M/s _____, having its office at _____, hereinafter called the Contractor/Service Provider, of the other part.

Whereas BNCC has invited tenders for Providing 14 Junior Veterinary Inspectors on Outsourcing Basis for a period of Six Months and the Contractor has submitted tender and BNCC has accepted the tender for the contract price of Rs. _____.

Now this Agreement witnesses as follows:

108. The following documents shall be deemed to form part of this Agreement: tender notice, RFP document, bid data sheet, scope of work, technical bid, financial bid, letter of acceptance, work order/notice to proceed and all correspondence forming part of contract.
109. The Contractor shall deploy manpower and perform the services in conformity with the tender document and instructions issued by BNCC.
110. BNCC shall pay the Contractor monthly bills as per accepted rates, actual attendance, satisfactory performance and tender conditions.
111. The Contractor shall comply with all statutory requirements including minimum wages, EPF, ESI, GST, labour laws and indemnify BNCC against any claim.
112. The contract period shall be Six Months unless extended/terminated as per tender conditions.
113. All disputes shall be subject to jurisdiction of competent courts at Bengaluru, subject to applicable Government dispute resolution provisions.

In witness whereof, the parties have caused this Agreement to be executed on the date mentioned above.

For BNCC: _____
Name/Designation: _____

For Contractor: _____
Name/Designation: _____
Seal: _____
Witness 1: _____
Witness 2: _____

SECTION 16: FORMAT OF AFFIDAVIT

[To be executed on appropriate stamp paper / notarized, if required]

I/We, _____, authorized signatory of M/s _____, do hereby solemnly affirm and declare as follows:

114. That our firm/company/agency has not been blacklisted, debarred or suspended by any Government Department, Urban Local Body, PSU, Board or Corporation.

115. That all documents, certificates and information submitted in the tender are true, correct and genuine.
116. That we shall comply with all tender conditions, labour laws, minimum wages, EPF, ESI, GST and statutory requirements.
117. That we shall not claim any employer-employee relationship between BNCC and the personnel deployed by us.
118. That if any information is found false, BNCC may reject our bid, terminate the contract, forfeit EMD/security deposit and initiate legal action.

Place: _____
Date: _____
Signature of Authorized Signatory
Seal of Firm

SECTION 17: DECLARATION

I/We hereby declare that:

119. I/We have carefully read all terms and conditions of the tender document.
120. I/We agree to abide by all tender and contract conditions.
121. Information furnished by us is true and correct.
122. I/We have not been blacklisted by any Government organization.
123. I/We shall deploy qualified manpower and comply with all statutory obligations.

Place: _____
Date: _____
Signature of Bidder
Seal of Firm

ANNEXURE I: FORMAT OF EXPERIENCE CERTIFICATE

Certified that M/s _____ has successfully executed manpower service work at _____ during the period from _____ to _____ for a contract value of Rs. _____. The performance of the agency was found satisfactory.

Authorized Signatory
Name: _____
Designation: _____
Office Seal: _____
Date: _____

ANNEXURE II: ATTENDANCE REGISTER FORMAT

Date	Name of Personnel	Designation	Location/ Ward	In Time	Out Time	Signature

ANNEXURE III: MONTHLY BILL FORMAT

Sl. No.	Category	No. of Personnel	No. of Days	Rate	Amount	Remarks
1	Junior Veterinary Inspector	14	____	____	____	____
	Gross Amount					____
	EPF/ESI/Statutory details attached					Yes/No
	GST					____
	Penalty/Deduction, if any					____
	Net Amount Payable					____

Certified that the above personnel were deployed and the bill is submitted along with attendance, wage proof, EPF proof, ESI proof and GST invoice.

Signature of Contractor with Seal: _____
Certified by BNCC Officer: _____

CHECKLIST FOR BIDDERS

Sl. No.	Particulars	Yes/No
1	Tender Application / Form of Tender	
2	Registration Certificate	
3	GST Certificate	
4	PAN Card	
5	EPF Registration	
6	ESI Registration	
7	Labour Licence / Undertaking	
8	Experience Certificates	
9	Turnover Certificate and ITRs	
10	Affidavit	
11	EMD Proof	
12	Signed Tender Document	
13	Authorization Letter, if applicable	
14	Any other KPPP required document	

ISSUED BY

Commissioner

Agency

Chief veterinary Officer & Head

-END-